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5 AUG 1965

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training
5 August 1965

1. NSA Briefings

The fifth and last high-level CIA briefing of senior NSA personnel took place on 28 July 1965 at Fort Meade, Maryland. Dr. Wheelon, heading a top level team of six men, briefed the group on the overall mission of the DDS&T, describing its scientific and technical roles. He also went into some detail on the development of the S & T Directorate. Other members of the team, including Messrs. George Miller, Carl Duckett, [REDACTED] Robert Chapman, and Joseph Becker provided details on DDS&T accomplishments and the inter-relationship of the different offices.

25X1A

2. Managerial Grid

The Management Training Faculty has returned from Salado, Texas where it spent a profitable week in advanced study on the Managerial Grid. The course was headed by Dr. Blake, originator of the Grid concept. It was interesting to note that most of those

DOCUMENT NO. NO CHANGE IN CLASS. ☐

☐ DECLASSIFIED

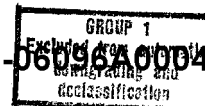
CLASS. CHANGED TO: TS SC

NEXT REVIEW DATE: 2012

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participating were from industry and business; to name a few:

Montgomery Ward, Caterpillar Tractor, Union Carbide, Continental Oil, U. S. Rubber and Prector and Gamble.

3. Career Training Program

As of 23 July we had 292 career trainees on the rolls. In the normal processes of input and outgo we probably will fall somewhat below this figure in the next two months and then rise above it as we approach the October class date.

4. Language Proficiency Tests

The language testing program mentioned in last week's report began on 2 August. One hundred eighty people claiming various levels of proficiency in Spanish are scheduled to be tested. This phase of the program should be completed by 9 August.

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5. [REDACTED]

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The [REDACTED] has been delayed due to weather conditions. Work is scheduled to commence as soon as the weather clears.

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[REDACTED] The project is 95% complete. Exterior painting is progressing as weather permits. The plumbing fixtures and doors are being installed. All floor and wall tile is completed. The garage is completed except for painting.

SIGNED

MATTHEW BAIRD
Director of Training

Attachment - OTR Attendance

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**OTR (Internal) Attendance for Week of:
26 - 30 July 1965**

Category	FT	PT	Tut	Total
Operations	20	---	---	20
Intelligence	43	---	---	43
Communication	---	---	---	---
Management	---	---	---	---
Clerical	26	99	---	125
Communism	33	---	---	33
Language	30	95	---	125
VLTP	---	77	---	77
Tutorial	---	---	27	27
Total	<u>152</u>	<u>271</u>	<u>27</u>	<u>450</u>

OTR (External training)

**Week of 26-30 July 1965 -- 100 Agency employees in
72 external courses or
programs.**

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